

**King, Valerie A.**

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**From:** Schuster, Dave  
**Sent:** Tuesday, November 18, 2003 11:24 AM  
**To:** Valerie A. King (King, Valerie A.); Gerry M. Nixon (Nixon, Gerry M.); Mingda Zhang (R&D) (Zhang, Mingda (R&D)); Raymond W. Lau (Lau, Raymond W.); S. Werley Michael (Werley, Michael S); Charles L. Gaworski (Gaworski, Charles L.)  
**Subject:** WSA Master Schedules, Action Item Log and Summary Product Matrix  
**Sensitivity:** Confidential

Hi team,

I will be delivering the current schedules, action item log and matrix shortly. Due to Thanksgiving next week, I need to have everything finalized and ready for Ken by next Wednesday—Rick's next staff meeting is Monday, Dec 1st. I therefore need your help in meeting this deadline. Please send me all your updates by close of business Monday, Nov 24th. Attached are the electronic copies of the action item log and matrix. Same drill, highlight your changes in red and return by deadline date. I will send you a reminder Friday of this deadline for the updates.

Thanks,

Dave

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